



CITY OF GLOUCESTER

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CITY CLERK
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CITY COUNCIL STANDING COMMITTEE

Ordinances & Administration

Monday, May 16, 2011 – 7:00 p.m.

1st Fl. Council Conference Rm. – City Hall

AGENDA

1. **Continued Business:** *[Note: All matters under "Continued Business" were from 5/2/11]*
 - A) CC2011-009 (Mulcahey) Amend GCO 22-287 (Disabled Veteran, handicapped parking) re: 6 Oak Street
 - B) CC2011-011 (Verga) Traffic Commission to review traffic flow of four (4) way traffic areas of Lexington Avenue, Fuller Street and Flume Road and amend GCO Sec. 22-269 and/or Sec. 22-269.1 upon Traffic Commission
 - C) CC2011-015 (Mulcahey) Amend GCO Sec. 22-293 "Bus Stops and Taxi Stands" re: Railroad Avenue
 - D) CC2011-016 (Mulcahey) Amend GCO Sec. 22-292 "Fire Lanes" re: Munsey Lane
 - E) CC2011-017 (Mulcahey) Amend GCO Sec. 22-287 "Disabled Veteran, handicapped parking" re: Perkins Street #25
 - F) CC2011-018 (Mulcahey) Amend GCO Sec. 22-287 "Disabled Veteran, handicapped parking" re: Mt. Vernon Street #39
 - G) Memorandum and Information regarding proposed changes to Gloucester City Ordinance Chapter 10- Waterways Administration Sections 10-1 and 10-2
 - H) CC2011-008 (Hardy) Creation of language for ballot question re: recently enacted Water Ordinance and Pending Home Rule Petition related to same
 - I) Letter and documentation from Deputy Fire Chief Aiello re: enactment of ordinance to bill for Certain Fire Dept. responses
2. **New Appointments:**

Fisheries Commission	TTE 02/14/14	Francesco Paolo Vitale (Cont'd from 5/2/11)
City Hall Restoration Committee	TTE 02/14/14	Craig W. Herrmann
3. **Layoffs/Dismissals from the City Clerk's Office (referred from 5/5/11 B&F Committee Meeting)**
4. **Emergency Order (Tobey) Amend GCO §22-242 "Parking Prohibition, Towing, Immobilization, Signs" by ADDING sub-part (14) re: Magnolia Woods**

[Note: The following items are continued to June 6, 2011]
5. **CC2011-021 (McGeary) Amend GCO Sec. 22-270 "Parking Prohibited at all times" re: Eastern Ave.**
6. **CC2011-022 (McGeary) Amend GCO Sec. 22-291 "Tow-away zones" re: Eastern Ave.**

COMMITTEE

Councilor Sefatia Theken, Chair

Councilor Ann Mulcahey, Vice Chair

Councilor Bruce Tobey

Committee members – Please bring relevant documentation

Back-up and Supporting Documentation all on file at the City Clerk's Office, City Hall

CC: Mayor Carolyn Kirk

Jim Duggan

Linda T. Lowe

Robert Ryan/Larry Ingersoll

Suzanne Egan; Chief Phil Dench; Deputy Chief Aiello



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER:	#CC2011-009
Councillor	Ann Mulcahey

DATE RECEIVED BY COUNCIL: 03/08/11
REFERRED TO: O&A
FOR COUNCIL VOTE:

ORDERED that the GCO Sec. 22-287 entitled "Disabled veteran, handicapped parking" be amended by adding:

one (1) handicapped parking space in front of Oak Street #6

And further

Ordered that this matter be referred to the Traffic Commission and the Ordinances and Administration Committee for review, recommendation and measurements.

Councillor Ann Mulcahey
Ward 2



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

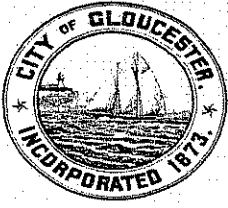
ORDER: Councillor	#CC2011-011 Greg Verga
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DATE RECEIVED BY COUNCIL: 03/22/11 REFERRED TO: FOR COUNCIL VOTE:	TC and O&A
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ORDERED that the Traffic Commission review the traffic flow of the four (4) way traffic areas of Lexington Avenue, Fuller Street and Flume Road and report their recommendations to the City Council via the Ordinance and Administration Committee as to whether additional stop or yield signs are needed, and further

ORDERED that the City Council amend GCO Sec. 22.269 "Stop intersections" and/or amend 22.269.1 "Yield Intersections", if necessary, to reflect the results of the Traffic Commission recommendations.

Councillor Greg Verga
Ward 5



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER:	#CC2011-015
Councillor	Ann Mulcahey

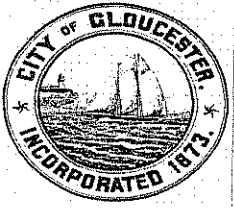
DATE RECEIVED BY COUNCIL:	04/12/11
REFERRED TO:	TC & O&A
FOR COUNCIL VOTE:	

ORDERED that the GCO Section 22-283 entitled "Bus Stops and Taxi Stands" be amended by

ADDING: Railroad Avenue, northerly side three spaces (3) at a point beginning at the east entrance to 33 Railroad Avenue for a distance of 80' and one space (1) at a point 200' in an easterly direction for a distance of 30' adjacent to the MBTA Train platform; and further

ORDERED that this matter be referred to the Traffic Commission and Ordinances and Administration standing committee for review, recommendation and measurements.

Councillor Ann Mulcahey
Ward 2



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER:	#CC2011-016
Councillor	Jackie Hardy

DATE RECEIVED BY COUNCIL:	04/12/11
REFERRED TO:	TC & O&A
FOR COUNCIL VOTE:	

ORDERED that the Code of Ordinances sec.22-292 "Fire Lanes" be amended by

ADDING: after reference to Munsey Lane as a designated fire lane, "traffic calming devices or measures shall be used to assure the safety of this street as a fire lane"

ORDERED that this matter be referred to the Traffic Commission and Ordinances and Administration standing committee for review, recommendation and measurements.

Background: This Order seeks to control excessive traffic on this designated fire lane and should include Fire Dept. review

Councillor Jackie Hardy
Ward 4



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER: Councillor	#CC2011-017 Ann Mulcahey
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DATE RECEIVED BY COUNCIL: 04/12/11 REFERRED TO: FOR COUNCIL VOTE:	TC &O&A
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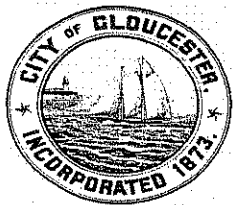
ORDERED that the GCO Sec. 22-287 entitled "Disabled veteran, handicapped parking" be amended by adding:

one (1) handicapped parking space in front of Perkins Street #25

And further

Ordered that this matter be referred to the Traffic Commission and the Ordinances and Administration Committee for review, recommendation and measurements.

Councillor Ann Mulcahey
Ward 2



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER: Councillor	#CC2011-018 Jackie Hardy
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DATE RECEIVED BY COUNCIL: 04/12/11 REFERRED TO: TC &O&A FOR COUNCIL VOTE:
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ORDERED that the GCO Sec. 22-287 entitled "Disabled veteran, handicapped parking" be amended by adding:

one (1) handicapped parking space in front of Mt. Vernon Street #39

And further

Ordered that this matter be referred to the Traffic Commission and the Ordinances and Administration Committee for review, recommendation and measurements.

Councillor Jackie Hardy
Councillor Ann Mulcahey

Note: Handicapped placard on file

CITY OF GLOUCESTER TRAFFIC COMMISSION

**A meeting was held on Thursday, April 21, 2011 at 6:00 p.m.
in the third floor conference room at Gloucester City Hall.**

**The meeting was opened by Chairman Robert B. Ryan at 6:00 p.m.
Also attending were members Larry Ingersoll and Robert Francis, City
Councilors Jackie Hardy and Ann Mulcahey, Mark Cole from the
DPW, Munsey Lane resident Glen Deckert and #6 Oak Street residents
Matt & Diane Sullivan.**

AGENDA

The following was TABLED at our last meeting:

Order #CC2011-009 (Councilor Mulcahey) Ordered that the GCO Sec 22-287 (Handicapped Parking) be amended by ADDING:

One (1) handicapped parking space in front of #6 Oak Street

(March Meeting) As a result of neither the requestor who was notified by US Mail nor a representative to speak on his behalf present to state the reasons for the request, as is the customary procedure established by the Traffic Commission, a motion was made, seconded and passed by a vote of 3 in favor, 0 opposed to table Order # CC2011-009 to the next regularly scheduled meeting of the Commission.

(APRIL MEETING) After speaking to the family of the requestor and Councilor Mulcahey, a MOTION was MADE, SECONDED and PASSED to APPROVE the Order as requested. The sign should be placed in front of #6 Oak Street. The street is restricted to parking on one side only and #6 is on the parking side.

NEW ORDERS

Order #CC2011-011 (Councilor Verga) Ordered that the Traffic Commission review the traffic flow of the four-way traffic areas of Lexington Avenue, Fuller Street and Flume Road and report their

recommendations to the City Council via the O&A Committee as to whether additional stop or yield signs are needed.

After a review of the 4 way intersections in the area, the Traffic Commission has recommended that the following be considered to make those intersections safer. The ward Councilor should put forward orders to enact these recommendations.

A STOP sign be added to the northeast corner of Fuller Street where it meets Norman Avenue.

A STOP sign should be placed at the southwest corner of Raymond Street where it meets Shore Road.

(These new 'STOP' signs would replace the current 'Yield' signs at this intersection.)

This is in the Magnolia Square intersection that currently has 2 Stop and 2 Yield intersections. The TC feels that a 4-way Stop would make for a safer intersection.

A STOP sign be added to the northeast corner of Lexington Avenue where it meets Hesperus Avenue.

A STOP sign be placed at the southwest corner of Hesperus Avenue and Lexington Avenue.

This is a recommendation for a 4-way Stop intersection where Lexington Avenue meets Hesperus Avenue. Currently, the STOP intersection is for vehicles traveling on Lexington Avenue and could be confusing. A 4 way STOP makes this intersection safer.

The TC found that the 4 way intersections at Flume Road and Lexington Avenue and Hesperus Avenue and Fuller Street are fine the way they are now.

Order #CC2011-015 (Councilor Mulcahey) Ordered that the GCO Sec. 22-283 (Bus Stops & Taxi Stands) be amended by

ADDING: Railroad Avenue, northerly side, three spaces at a point beginning at the east entrance to 33 Railroad Avenue, for a distance of 80 feet AND one space at a point 200 feet in an easterly direction for a distance of 30 feet adjacent to the MBTA train platform.

After a discussion and speaking to Councilor Mulcahey, a MOTION was MADE. SECONDED and PASSED to APPROVE the Order as requested.

The original Order for this location(May 2006) was temporary and has expired. This would make the restrictions permanent.

Order #CC2011-016 (Councilor Hardy) Ordered that the GCO Sec 22-292 (Fire Lanes) be amended by

ADDING: after reference to Munsey Lane as a designated fire lane "traffic calming devices or measures shall be used to assure the safety of this street as a fire lane".

(Background) This order seeks to control excessive traffic on this designated fire lane and should include fire dept. review.

Through use of the JAMAR recorder, the TC has learned that approximately 77 cars have used this road in a 2 1/2 day period. None of those vehicles traveled above 20 MPH. The 85th percentile was 17 MPH. Speed bumps or 'calming devices' can not be installed on a city owned road, regardless of it being public or private. Other options discussed were:

Blocking the road off at the center. The Fire Department would be against this and if instituted, the ends of the road would have to be renamed to coincide with the city's 911 program. It is believed that residents would also be against this plan.

Raising the sidewalk and curb at one end. This was not recommended as it makes the street a 'Dead End' with access only from one end. The only possibility the TC would be in favor of would be to make the street 'One Way' in the direction that the fewest cars use.

After speaking to a resident and Councilor Hardy, at this time the TC made a MOTION which was SECONDED AND APPROVED to TABLE this matter. A longer study with the JAMAR recorder will be done and more input from residents should be gathered.

Order #CC2011-017 (Councilor Mulcahey) Ordered that the GCO Sec. 22-287 (Handicapped Parking) be amended by ADDING:

One handicapped space in front of #25 Perkins Street.

The handicap placard has not been received yet and no one was present at the meeting to speak for the requestor. A MOTION was MADE, SECONDED and PASSED to TABLE this Order.

Order #CC2011-018 (Councilor Hardy) Ordered that the GCO Sec. 22-287 (Handicapped Parking) be amended by ADDING:

One handicapped parking space in front of #39 Mt. Vernon Street.

After a discussion, a MOTION was MADE, SECONDED and PASSED to APPROVE the Order as requested. The sign can be placed in front of #39 Mount Vernon Street.

Chairman Ryan showed the members how the JAMAR recorder works and the information that can be gathered from using it. It is a valuable piece of information for both the Traffic Commission and the Police Department and the TC would like to thank the City and Police Chief Michael Lane for getting this piece of equipment.

ROBET B. RYAN Chairman

LARRY INGERSOLL Secretary

**CITY OF GLOUCESTER
TRAFFIC COMMISSION**

A meeting was held on Thursday, March 24th, 2011 at 6:00 p.m. in the third floor conference room at Gloucester City Hall. Commission members in attendance included Robert B. Ryan, Anthony J. Bertolino and Michael Mulcahey

Chairman Robert B. Ryan opened the meeting at 6:05PM.

AGENDA

Order #CC2011-009 (Councilor Mulcahey) Ordered that the GCO Sec 22-287 (Handicapped Parking) be amended by **ADDING:**

One (1) handicapped parking space in front of #6 Oak Street

As a result of neither the requestor who was notified by **US Mail** nor a representative to speak on his behalf present to state the reasons for the request, as is the customary procedure established by the Traffic Commission, a motion was made, seconded and passed by a vote of 3 in favor, 0 opposed to **table** Order # CC2011-009 to the next regularly scheduled meeting of the Commission.

Order #2011-010 (Councilor Hardy) Ordered that the GCO Chapter 22, subsection 22-93 be amended by **ADDING** a new subsection 22-93(c) titled 'Crosswalks'. The City Council, together with the Traffic Commission and after consultation with the DPW, shall establish the process by which the city shall designate the location of crosswalks in public ways. All crosswalks shall comply with state requirements of Mass DOT.

The Traffic Commission recommends the following:

The Order for a **crosswalk** is filed with the Council via the City Clerk. The Council, as is customary, refers the Order to O & A and Traffic Commission. The Traffic Commission will then review the location of the proposed crosswalk for **suitability, safety and acceptability** according to State requirements of MassDOT, and will then send the Order back to O & A with its recommendation. A motion was made, seconded and passed by a vote of 3 in favor, 0 opposed.

The meeting was adjourned at 6:25PM.

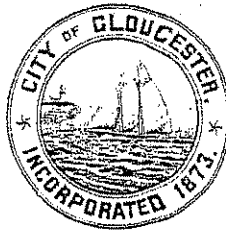
Robert B. Ryan, Chairman

Larry Ingersoll, Secretary

ROBERT B. RYAN, Chairman

LARRY INGERSOLL, Secretary

City Hall
Nine Dale Ave
Gloucester, MA 01930



TEL 978-281-9700
FAX 978-281-9738
ckirk@gloucester-ma.gov

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

MEMORANDUM

TO: Gloucester City Council
FR: Mayor Carolyn Kirk
RE: Proposed Changes to Gloucester City Ordinance Chapter 10 – Waterways Administration
DT: February 2, 2011

cc: Suzanne Egan, City Solicitor
Peter Bent, Chairman, Waterways Board
Jim Caulkett, Harbormaster

Councilors,

Over the past year, the Waterways Board has put considerable effort and thought into some of the changes they would like to see in the City Ordinance governing Gloucester waterways. Enclosed for your review and approval are the changes recommended by the Waterways Board.

→ In addition, the Administration has put considerable effort and thought into the recently state-approved Harbor Plan 2009 along with the recently completed Harbor Economic Development Plan. The Harbor economic engine includes reliance on the fishing industry, the broader maritime economy, and the visitor-based economy. The goal at this time is better align the composition of the Waterways Board with harbor economic development and those three key industry segments. Therefore, the Administration proposes the following change to Gloucester City Ordinance Chapter 10, Article I, Section 1-2(a):

- (a) Composition. The Gloucester Waterways Board shall consist of seven (7) citizens of Gloucester, appointed by the Mayor and confirmed by the city council. The appointees shall include two (2) persons who are directly involved with the fishing industry, two (2) persons who are recreational boaters, two (2) persons involved in harbor economic development, and (1) person, at large, who need not be involved with any marine related activity.

There are multiple references within the current Ordinance recognizing the need to promote implementation of the Gloucester Harbor Plan (Article I. Sec. 10-3 (a)) and the need to work cooperatively with the Tourism Commission, for example (Article II. Sec. 10-22(g)). However, at this time, the Administration believes the Ordinance needs to be updated to become more firmly involved in Harbor economic development. Membership that includes this emphasis will help the city reach this goal.

As always, we look forward to working with the City Council in the coming weeks.

Chapter 10 WATERWAYS ADMINISTRATION*

*Editor's note--Ord. No. 17-1993, adopted Dec. 14, 1993, amended former Ch. 10, Arts. I--III, relative to the harbor and related waters, in its entirety to read as herein set out. The substantive provisions of former Ch. 10 derived from Code 1970. Sections 4-3, 10 1/2-17--10 1/2-25, 10 1/2-27, 10 1/2-29, 12-8, 12-18--12-21, 16-14, 16-16; and ordinances of Dec. 6, 1977; Jan. 10, 1978; Nov. 4, 1979; Feb. 3, 1983; Oct. 28, 1986; Aug. 4, 1987; Dec. 22, 1987; July 19, 1988; and April 4, 1989.

Cross reference(s)--Marshlands, Ch. 12; shellfish, seaworms and eels, Ch. 20.

State law reference(s)--Waterways, M.G.L.A. c. 91; provisions relating to Gloucester harbor, M.G.L.A. c. 102, §§ 3, 4; harbors and harbormasters, M.G.L.A. c. 102, § 17 et seq.

ARTICLE I. MANAGEMENT

Sec. 10-1. Waterways board.

The purposes of the waterways board is to provide a broad-based citizen management organization that guides the use and development of Gloucester's waterways and public waterfront facilities. The waterways board shall be the city body which establishes policies and regulations for Gloucester's waterways. It is intended that the board adopt clear, concise and fair policies and regulations that promote improved access to the water for all citizens, including commercial fishermen, business owners and recreational boaters. In cooperation with the harbormaster and other city staff, the board is intended to ensure that our waterways are well planned and maintained, utilized to the maximum extent possible, safe, and reflect positively upon the City of Gloucester.

(Ord. No. 17-1993, 12-14-93)

Sec. 10-2. Composition and term.

(a) *Composition.* The Gloucester Waterways Board shall consist of seven (7) citizens of Gloucester, appointed by the mayor and confirmed by the city council. The appointees shall include three (3) persons who are directly involved with the fishing industry, two (2) persons who are recreational boaters, and two (2) persons, at large, who need not be involved with any marine-related activity. The board shall observe Robert's Rules of Order, shall annually select a chairman from its membership and establish its rules of procedure. The board shall have non-voting advisory members, as set forth in section 10-4 herein.

(b) *Term.* The term of all members shall be three (3) years except that the initial terms shall be staggered so that the terms of no more than three (3) members shall terminate in any one year. If a member resigns or is removed for any reason before his or her term expires, the mayor shall appoint a replacement within one (1) month of the vacancy. Said appointment must be confirmed by the city council. Members of the waterways board and its standing committees shall be volunteers who are not compensated.

(Ord. No. 17-1993, 12-14-93)

Sec. 10-3. Authority and responsibilities.

The Gloucester Waterways Board is hereby empowered, and authorized to:

(a) Promote implementation of the City of Gloucester Harbor Plan, dated 1992, and, in cooperation with the appropriate city bodies, amend said plan from time-to-time as



**CITY OF GLOUCESTER 2011
CITY COUNCIL ORDER**

ORDER: Councillor	#CC2011-008 Jackie Hardy
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DATE RECEIVED BY COUNCIL: 02/15/11 REFERRED TO: O&A FOR COUNCIL VOTE:
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ORDERED that O&A take up the matter of creating language for a ballot question to appear on our next municipal ballot reflective of the recently enacted Water Ordinance and the pending Home Rule Petition related to same that has been fostered through the Council with the assistance of WHO DECIDES.

Jackie Hardy
Councillor - Ward 4

Ballot Question

The Citizen's of Gloucester declare that the water supply, treatment and distribution system owned by the City of Gloucester shall not be sold, leased or otherwise transferred or alienated unless and until the City Council on its own motion submits the question of the sale, lease or transfer of any ownership interest to a vote of the voters for adoption or rejection at a city election.

Summary

The measure requires the city council to ask the voters whether they approve of a sale, lease or transfer of any ownership interest in or of the water supply and/or water treatment and distribution system owned by the City of Gloucester before the council may act on a proposed sale or transfer.

Received by O&A Committee: April 29, 2011
From City Solicitor, Suzanne Egan

Dated: 2/14/11

Fire Department Cost Recovery Program

Section 8-26 Established

Due to increased cost of responding to emergencies and the fact that most insurance policies provide coverage for the payment of emergency services, the City authorizes the Fire Department to adopt a method to bill for the reasonable costs related to the use, loss, damage and wear and tear to the Fire Department apparatus tools, equipment and material necessary to provide fire services and 911 responses.

Section 8-27 Scope

Whenever the Fire Department provides fire operation services arising out of a motor vehicle crash, fire or a structure fire arising out of the negligent, reckless or malicious actions of owners or operators of motor vehicles or structures, the Fire Chief or designee shall send an invoice to the owner, occupant or other party for the cost incurred in performing fire operation services.

Section 8-28 Third Party Liability

In any case in which a person is liable for the costs, and such liability arises as a result of that person's actions within the scope of their employment, then any person or entity employing such person shall also be liable for such costs.

Section 8-29 Costs

A schedule of costs for services shall be adopted by the City. The schedule may be amended from time to time.

Section 8-30 Procedure for Recovering Costs

The Fire Chief or designee may create appropriate procedures to recover the costs. The department shall use applicable incident report information provided to the service provider as the basis for the charge and recovery of the costs for each incident to be billed. There shall be no procedure which allows for cost recovery directly from individuals.

Section 8-31. Collection of Fees

Any invoices created pursuant to this ordinance shall be paid within 30 days of receipt. If not paid, the City may pursue all collection remedies available.

Section 8-32 Liability Generally

The recovery of the charges imposed under this ordinance does not limit or establish the liability of a party under any other local ordinance, state or federal law, rule or regulation.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

TEL 978-281-9700
FAX 978-281-9738
ckirk@gloucester-ma.gov

April 4, 2011

Mr. Francesco Paolo Vitale
4 Haskell Court
Gloucester, MA 01930

Dear Paul:

Thank you for your interest in serving on the City of Gloucester's **Fisheries Commission**. I have issued you a 90-day temporary appointment to serve on this committee. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

Your appointment will be forwarded to the City Council for their April 12, 2011 meeting and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

Should you have any questions or if you require additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the Fisheries Commission. I truly appreciate the hard work and dedication you and your colleagues on the revived Commission will offer on behalf of the City of Gloucester.

Sincerely,

Carolyn A. Kirk
Mayor

cc: Mayor's Report to the City Council
Enclosure
CAK/c

RECEIVED

APR - 2 2011

Mayor's Office

March 31, 2011

Ms Carolyn A. Kirk
Mayor of the City of Gloucester
9 Dale Ave
Gloucester, MA 01930

Dear Mayor Kirk,

I sincerely thank you for your invitation to serve on the Gloucester Fisheries Commission (GFC).

I am please to inform you that I have made the decision to accept your invitation to serve on the Fisheries Commission.

I have been a commercial fisherman in the City of Gloucester since I was a young man and would like to see the Gloucester Commercial Fishing Industry continue to prosper for the people in the industry and the community at large.

If you need to reach me for any reason I could be reached on my cellular phone number 978-283-5555

Sincerely,
Francesco Paolo Vitale



EFFECTIVE APRIL 4, 2011

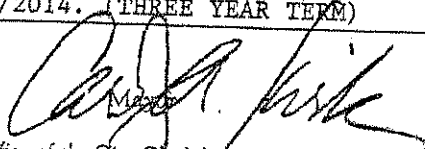
The City of Gloucester, Massachusetts

Dear Francesco Paolo Vitale, 4 Haskell Court, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the FISHERIES COMMISSION of the City of
Gloucester, Massachusetts

This is a 90-day temporary appointment. After City Council
approval, term to expire 2/14/2014. (THREE YEAR TERM)

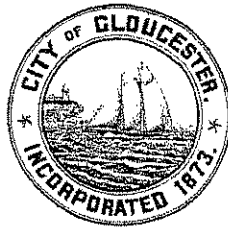
Respectfully,



N.B. You are required to be sworn in at the office of the City Clerk before acting
under this appointment.

Sworn in _____ By: _____

City Hall
Nine Dale Avenue
Gloucester, MA 01930



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

TEL 978-281-9700
FAX 978-281-9738
ckirk@gloucester-ma.gov

April 28, 2011

Mr. Craig W. Herrmann
10 Highland Street
Gloucester, MA 01930

Dear Mr. Herrman:

Thank you for your interest in serving on the **City Hall Restoration Commission**. I have issued you a 90-day temporary appointment which will enable you to attend and vote at meetings. Please report to the City Clerk's Office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

Your appointment will be forwarded to the City Council for their May 10, 2011 meeting and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

Should you have any questions or if you require additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the City Hall Restoration Commission. I appreciate the hard work and dedication you and your colleagues on this important commission offer on behalf of the City of Gloucester.

Sincerely,

Carolyn A. Kirk
Mayor

cc: Mayor's Report to City Council
Maggie Rosa, Chair-City Hall Restoration Commission
Enclosure
CAK/c

EFFECTIVE APRIL 29, 2011

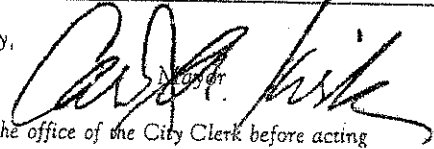
The City of Gloucester, Massachusetts

Dear Craig W. Herrmann, 10 Highland Street, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the CITY HALL RESTORATION COMMISSION of the City of
Gloucester, Massachusetts

This is a 90 day temporary appointment. After City Council
approval, term to expire 2/14/2014. (THREE YEAR TERM)

Respectfully,



N.B. You are required to be sworn in at the office of the City Clerk before acting
under this appointment.

Sworn in _____ By: _____

10 Highland Street
Gloucester, MA 01930
craig@craighdesign.com

April 26, 2011

Mayor Carolyn Kirk
9 Dale Avenue
Gloucester, MA 01930

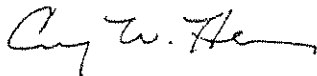
Dear Mayor Kirk,

I am writing to express my interest in becoming a member of the City Hall Restoration Commission. After attending some of the meetings and talking with members of the group, I believe the City Hall Restoration Commission would be well served by someone with my experience and skills.

I have been developing my skills in architecture and construction for over twenty years. I have extensive experience coordinating commercial projects through all phases of design and construction. Currently, I am working as a consultant with a registered architect in Salem. I recently completed my bachelor's degree in architecture at the Boston Architectural College and am in the process of becoming a registered architect with the Commonwealth of Massachusetts. I welcome the opportunity to share my expertise with the city to help ensure that City Hall is restored properly and will remain an important landmark and continue to serve the residents of Gloucester in the future.

Thank you for your time. I look forward to hearing from you at your earliest convenience. You may contact me at the above address, by e-mail, or at 978-490-5276.

Sincerely,



Craig W. Herrmann, Assoc. AIA

CITY HALL RESTORATION COMMISSION

Purpose

In recognition of the need to restore and preserve the Gloucester City Hall as the focal point of the city, and a cultural, historical and architectural asset of Gloucester, the City Hall Restoration Commission is hereby created and established.

Mission

The mission of the City Hall Restoration Commission to provide for /secure the stabilization, restoration and preservation of Gloucester City Hall.

Goals

The commission shall undertake, but not be limited to, the following activities:

- (1) Examine and evaluate with professional help the current condition of the building.
- (2) Establish and prioritize short and long term goals that may be achieved.
- (3) Coordinate public and private efforts to secure funds to accomplish these goals.
- (4) Oversee the restoration project as appropriate to ensure successful completion of the project.

Commission – establishment, terms, compensation, officers, and duties.

- (1) Establishment and Term: There is hereby created a commission to be known as the City Hall Restoration Commission, hereinafter called the "commission", which shall consist of ten (10) members, all of whom shall be appointed by the mayor and approved by the city council. The commission shall be selected with due care for providing an optimum mix of background and expertise required to fulfill the Purpose. Upon the establishment of the commission, the mayor shall appoint three (3) members to a term of one (1) year; three (3) to a term of two years and four (4) to a term of three (3) years. Thereafter, the mayor shall appoint each successor to a term of three (3) years. In the event of the death, resignation or removal of any member, a successor shall be appointed to serve for the un-expired term for which the member has been appointed.
- (2) Compensation: Members of the commission who are not city employees shall serve without compensation.
- (3) Chairperson: A chairperson shall be appointed by the mayor for a term of one year and may be reappointed. The chairperson shall decide all points of order and procedure, unless directed otherwise by a majority of the commission. The chairperson shall determine the chairperson(s) of the subcommittees, and shall be a member of all of the sub-committees. The chairperson may serve as secretary of the commission.
- (4) Vice-Chairperson: A vice-chairperson shall be appointed by the mayor for a term of one year and may be reappointed. The vice-chairperson shall serve as acting chairperson in the absence of the chairperson.
- (5) Secretary: A secretary of the commission shall be elected by the commission and shall be responsible for maintaining minutes of the regular meetings and a record of attendance of the commission members. The secretary shall also be responsible for filing reports with the City Clerk/City Council.
- (6) Attendance at meetings: Should a member fail to attend three consecutive regular meetings of the commission, and should there be no adequate excuse for such absence, the chair with the concurrence of a majority of the entire commission, shall recommend to the mayor that a vacancy be declared and the vacated position be filled.

(6) Committees: Sub-committees shall be established as needed by vote of the commission. Such sub-committees shall each comprise at least three members, at least one of who shall be a commission member, and who shall serve as the chairperson of the subcommittee and who shall report, either orally or in writing, the activities of the sub-committee to the commission at the regular meeting. Sub-committees may be assigned tasks such as fund-raising, grant-writing, structural analysis of the city hall, public relations, etc

Assistance of city officials, boards and employees.

The commission shall receive support from the executive office, community development, public works and any other city department, when requested, to achieve its stated goals. Further, the commission may request the services or assistance of any of the officials, boards and through the mayor, employees of the city at all reasonable times when the commission determines that it requires the assistance and advice of such officials, boards and employees in the performance of its duties.

Monthly Reports.

The City Hall Restoration Commission shall submit a monthly report to the mayor and the city council of its activities and progress.

Completion of the Project

Upon completion of the project the commission may be disbanded, upon approval by the city council and the mayor.



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER:	#CC2011-021
Councillor	Paul McGeary

DATE RECEIVED BY COUNCIL:	05/10/11
REFERRED TO:	TC & O&A
FOR COUNCIL VOTE:	

ORDERED that the Gloucester Code of Ordinances Sec. 22-270 "Parking prohibited at all times" be amended to include: Eastern Avenue, southerly side in a easterly direction from the intersection of Route 128 to the intersection of Williams Court; and further

ORDERED this matter be referred to the traffic Commission and Ordinances and Administration Standing Committee for review, recommendation and measurements.

Paul McGeary
Ward 1 Councillor



CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER

ORDER: Councillor	#CC2011-022 Paul McGeary
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DATE RECEIVED BY COUNCIL: 05/10/11 REFERRED TO: TC & O&A FOR COUNCIL VOTE:

ORDERED that the Gloucester Code of Ordinances Sec. 22-291 "Tow-away zones" be amended to include: Eastern Avenue, southerly side in a easterly direction from the intersection of Route 128 to the intersection of Williams Court; and further

ORDERED this matter be referred to the traffic Commission and Ordinances and Administration Standing Committee for review, recommendation and measurements.

Paul McGeary
Ward 1 Councillor